

Leadership Skills

Learning Objectives

By the end of the programme you will:

- have considered the differences between managing and leading;
- know the key characteristics that make an effective leader;
- understand the behavioural traits and communication styles that create effective leadership;
- know how to adapt your leadership style to get the best out of people;
- understand your place in leading and managing change;
- understand the importance of beliefs and attitudes to you and the impact these have upon individuals and the team;
- have established an action plan to enhance your role as a leader.

Course Programme

0915

Assemble and Coffee

0930

Introductions and Course Objectives

Being a leader - Being a Manager Characteristics of an effective leader

Charismatic Leadership

- Is a 'big' personality important?

Action centred Leadership

- Leading the team and its members to get the task done
- 'x', 'y' and 'Z' approaches

Lunch

Situational Leadership

- The importance of followers: supporting and developing people

Transformational Leadership

- Leading change
- Emotional intelligence

Review and action plans

- Enhancing your leadership skills in the workplace

1630

Evaluation and close